MEMORANDUM

Agenda Item No. 11(A)(15)

TO:	Honorable Chairwoman Rebeca Sosa and Members, Board of County Commissioners	**DATE:**	May 6, 2014
FROM:	R. A. Cuevas, Jr. County Attorney	**SUBJECT:**	Resolution directing the Commission Auditor to conduct background checks on members serving on evaluation/selection committees

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Chairwoman Rebeca Sosa.

R. A. Cuevas, Jr.
County Attorney

RAC/smm

MEMORANDUM
(Revised)

TO: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

DATE: May 6, 2014

FROM: R. A. Cuevas, Jr.
County Attorney

SUBJECT: Agenda Item No. 11(A)(15)

Please note any items checked.

_____ **"3-Day Rule" for committees applicable if raised**

_____ **6 weeks required between first reading and public hearing**

_____ **4 weeks notification to municipal officials required prior to public hearing**

_____ **Decreases revenues or increases expenditures without balancing budget**

_____ **Budget required**

_____ **Statement of fiscal impact required**

_____ **Ordinance creating a new board requires detailed County Mayor's report for public hearing**

_____ **No committee review**

_____ **Applicable legislation requires more than a majority vote (i.e., 2/3's ____, 3/5's ____, unanimous _____) to approve**

_____ **Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required**

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 11(A)(15)
5-6-14

RESOLUTION NO. _____

RESOLUTION DIRECTING THE COMMISSION AUDITOR TO CONDUCT BACKGROUND CHECKS ON MEMBERS SERVING ON EVALUATION/SELECTION COMMITTEES

WHEREAS, this Board is committed to encouraging a competitive, fair and impartial process in awarding County contracts; and

WHEREAS, Miami-Dade County regularly uses selection and evaluation committees in its competitive solicitations for the award of County contracts; and

WHEREAS, when Miami-Dade County uses selection and evaluation committees to award contracts it is imperative that the selection or evaluation committee members themselves are fair, impartial, objective and free from any business or other ethical conflicts of interest,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that:

Section 1. The Board directs the Commission Auditor to conduct background checks of all individuals appointed to a selection or evaluation committee for any contracts that are to be awarded by this Board. Such background checks shall be limited to verifying that: (1) the selection and/or evaluation committee member or member of his or her immediate family (spouse, domestic partner, parents, stepparents, children and stepchildren) does not control or direct any financial or other interest in any vendor, affiliate of any vendor, or proposed subcontractor of any vendor under consideration by the committee he or she is appointed to; (2) none of the owners, officers, or employees of the proposing vendors was an immediate supervisor of the appointed selection or evaluation committee member during the preceding eighteen (18) months; (3) the selection or evaluation committee member or members of his or

her immediate family (spouse, domestic partner, parents, stepparents, children and stepchildren) are not currently employed or were previously employed by any vendor, affiliate of any vendor, or proposed subcontractor of any vendor under consideration by the committee he or she is appointed to. The Commission Auditor shall submit the results of the background checks to the Internal Services Department or other County department overseeing and administering the competitive solicitation and contract award that used the selection and/or evaluation committee members at issue and to the Commission on Ethics.

Section 2. The Commission Auditor is further directed to develop a questionnaire for prospective selection committee members to provide the Commission Auditor the necessary information to perform the review set forth in this Resolution. In addition to the questionnaire and the vendor registration information from prospective vendors on the solicitation, the Commission Auditor shall use whatever other means that are reasonably available such as reviewing public records and/or other public sources of information, in print, on the internet, or other means of communication.

The Prime Sponsor of the foregoing resolution is Chairwoman Rebeca Sosa. It was offered by Commissioner , who moved its adoption. The motion was seconded by Commissioner and upon being put to a vote, the vote was as follows:

Rebeca Sosa, Chairwoman
Lynda Bell, Vice Chair

Bruno A. Barreiro	Esteban L. Bovo, Jr.
Jose "Pepe" Diaz	Audrey M. Edmonson
Sally A. Heyman	Barbara J. Jordan
Jean Monestime	Dennis C. Moss
Sen. Javier D. Souto	Xavier L. Suarez
Juan C. Zapata	

The Chairperson thereupon declared the resolution duly passed and adopted this 6th day of May, 2014. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By:_____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Eduardo W. Gonzalez